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DDS&T-4853-67

8 December 1967

MEMORANDUM FOR: Executive Officer, OCS
Executive Officer, OEL
Executive Officer, ORD
Executive Officer, OSI
Executive Officer, FMSAC


SUBJECT : Submission of Weekly Report on Foreign
Visitors and DDS&T Foreign Travel Plans

As you know, we submit a weekly report to the DDS&T on the VIP and foreign visitors to the Directorate; also on DDS&T personnel planning to travel TDY in foreign areas during those periods. Up to this time we have relied primarily on cable information and memoranda prepared for the DDP on such travel as the basis for our reports. It has been noted, however, that frequently travel plans and dates are altered or cancelled and we are not always informed accordingly. In order that we may properly advise the DDS&T on visitors and foreign TDY travel, each Office is requested to inform us on its expected VIP and foreign visitors and personnel travel plans for the oncoming week. Such information should be received by this Staff no later than 1200 hours on the preceding Thursday.

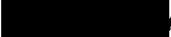

Intelligence Liaison Support Staff
DDS&T

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